

## Should I Hire A Consultant To Oversee The Job?

Consultants who contract to direct a project and supervise workers ***must*** have a state contractor's license. Consultants ***do not*** take over the legal responsibility for the job. The homeowner still has ***all*** responsibility.



The NSCB urges you to only hire licensed contractors to perform work on your property.

## How Do I Know If My Contractor Is Licensed For The Project?

By law, anyone who contracts for or bids on a construction project valued at \$500 or more (total labor and materials) must be licensed by the NSCB.

- Ask to see the contractor's pocket license ID card.
- Verify the license number on the NSCB website, or call the Board offices for information.

## For More Information:

### Nevada Department of Business and Industry

Nevada Division of Industrial Relations

[www.dirweb.state.nv.us](http://www.dirweb.state.nv.us)

(775) 684-7260

### Internal Revenue Service

[www.irs.gov](http://www.irs.gov)

Local Offices:

(702) 868-5005, Southern Nevada

or

(775) 824-2218, Northern Nevada

Call the NSCB offices or  
go to: [www.nscb.state.nv.us](http://www.nscb.state.nv.us) and  
do a Contractor License Search  
before you hired a contractor.



## Owner-Builder ***Beware!***

Know Your Responsibilities  
As An Owner-Builder



Nevada State Contractors Board  
[www.nscb.state.nv.us](http://www.nscb.state.nv.us)

### Southern Nevada Office

2310 Corporate Circle, Suite 200

Henderson, NV 89074

(702) 486-1100

Fax: (702) 486-1190

### Northern Nevada Office

9670 Gateway Drive, Suite 100

Reno, NV 89521

(775) 688-1141

Fax: (775) 688-1271

## Who Is An Owner-Builder?



**An owner-builder is a person who owns the property and acts as their own general contractor, and**

**either does the work themselves, or hires licensed subcontractors on the project.**

**An owner-builder is either building or improving his or her residential structure on the property for his or her own occupancy and does not intend to sell or lease the residence within one (1) year.**

**An owner of property who requests an exemption pursuant to NRS 624.031(4) must apply to the Nevada State Contractors Board for an exemption.**

*\* Information contained in this document is meant to be instructional. The information is believed to be accurate at the time of its publication. Questions regarding civil law and the civil court system should be addressed by an attorney.*

## Owner-Builder Affidavit Of Exemption

*If you are seeking an exemption from licensure pursuant to NRS 624.031(4), you must complete an Owner-Builder Affidavit of Exemption form available on the Board's website at: [www.nscb.state.nv.us](http://www.nscb.state.nv.us) or by calling the Board's offices at: (702) 486-1100 in Southern Nevada, or (775) 688-1141 in Northern Nevada to request that the affidavit be mailed to you.*

*An owner-builder must also obtain the required signatures and submit the original to the building department with their application for a building permit.*

**As an owner-builder, you must acknowledge the following obligations and duties:**

**• I may not sell or lease this property. If I sell or lease, or offer to sell or lease the newly built structure within one (1) year after completion, it may be presumed that I have violated the provisions of the exemption and Chapter 624 of NRS.**

**• I may not hire an unlicensed person to act as my contractor, agent or construction manager.**

**• I must directly supervise the construction.**

**• Any subcontractor(s) working on this project must be properly licensed by the Nevada State Contractors Board.**

**• Any person working on my project who is not a licensed contractor must work under my direct supervision and must be employed by me. I must comply with all state and federal laws as an employer in the State of Nevada, including payroll deductions (FICA and Income Tax withholding), provide industrial insurance coverage and pay required unemployment compensation for that employee.**

**• If my project requires the repair, restoration, improvement or construction of a pool or spa, I acknowledge my obligation and duty to comply with the provisions of NRS 624.900 - NRS 624.930 (Inclusive).**

**• I acknowledge that I have received copies of NRS 624.900 - NRS 624.930 (Inclusive) and NRS 278.573**